

JAY DARDENNE  
SECRETARY OF STATE

STATE OF LOUISIANA  
SECRETARY OF STATE



Commercial  
(225) 925-4704

Administrative Services  
(225) 925-4704

Fax  
(225) 925-4726  
(225) 922-0435

Uniform Commercial Code  
(225) 922-1193

Fax  
(225) 922-0452

**TRANSMITTAL INFORMATION  
For All Business Filings**

***Registered agent, officer, entity status information available via the Internet***

Business Name (List ***exactly*** as it appears in documents)

Name of person filing document (evidence of filing will be mailed to this person, at address below)

Daytime phone number

Address

City

State

Zip Code

**NOTE: Louisiana notaries must print or type their name and include their notary or bar roll number.**

Mailing Address: P. O. Box 94125, Baton Rouge, LA \* 70804-9125  
Office Location: 8549 United Plaza Blvd., Baton Rouge, LA \* 70809  
Web Site Address: [www.sos.louisiana.gov](http://www.sos.louisiana.gov)

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Secretary of State



**COLLECTION AGENCY/DEBT COLLECTOR**

**REGISTRATION FORM**

(Pursuant to R.S. 9:3534.5 B)

Enclose \$25 filing fee  
Make remittance payable to  
Secretary of State  
*Do Not Send Cash*

Return to: Commercial Division  
P. O. Box 94125  
Baton Rouge, LA 70804-9125  
Phone (225) 925-4704  
Web Site: [www.sos.louisiana.gov](http://www.sos.louisiana.gov)

The full legal name of the Collection Agency or Debt Collector is

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Jurisdiction of Organization if Collector is a company

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Address where legal process may be served

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Name of Employer if Collector is an individual

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\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

**INSTRUCTIONS**

1. File this form along with the \$25 filing fee with the Secretary of State's office.
2. You will receive a copy marked "Received and Filed" by the Secretary of State.